

Terminal Operator Annual Return

This report is due

▶ 2. Company Name and Mailing Address

▶ 1. Calendar Year	
▶ 3. Account Number (FEIN or TR)	3A. License Number
4. Contact Person Name	
5. Telephone Number	6. Fax Number
7. E-mail Address	
▶ 8. IRS Terminal Control Number	9. Terminal Name

PART 1: TAX COLLECTED

10. Tax collected by Terminal Operator for reporting period ▶ 10.

PART 2: TAX COMPUTATION (Complete page 2 before continuing).

11. CALCULATED TAX DUE. Enter the total of all columns on Line 30, Page 2 ▶ 11.

12. **AMOUNT DUE:** Add lines 10 and 11. ▶ 12.

13. Penalty for late filing and/or payment (5% of tax per month to a maximum of 25% - minimum \$10.00 for first month) ▶ 13.

14. Interest (1% above prime rate set January 1 and July 1 of each year) ▶ 14.

15. Excessive Lost/Unaccounted for fuel penalty. Enter the amount from line 34, page 2 ▶ 15.

16. **TOTAL REMITTANCE.** Add lines 12 - 15 ▶ 16.

CERTIFICATION

I declare under penalty of perjury that I have examined this report, and to the best of my knowledge and belief, it is true and complete.

▶ I authorize Treasury to discuss my return and attachments with my preparer. ☐ Yes ☐ No

▶ Authorized Signature		Preparer Signature		Preparer FEIN	
Printed Name	Date	Printed Name	Date		
Title	Telephone Number	Address	Telephone Number		

Questions??? - Please call (517) 636-4600

Make check payable to the "State of Michigan-Motor Fuel." Print your account number on the front of your check.

MAIL WITH REMITTANCE TO:

Michigan Department of Treasury
Customer Contact Division - Special Taxes
Lansing, Michigan 48922

Terminal Control Number (TCN)	Report Period
Company Name	Account Number (FEIN or TR)

PART 3: TAX CALCULATIONS**REPORT NET GALLONS**

	Column A Gasoline Products (Including Transmix)	Column B Aviation Gas	Column C Jet Fuel	Column D Diesel Products (Undyed)
17. Actual Physical Ending Inventory (December 31 of reporting period) 17.				
18. Beginning Actual Physical Inventory (January 1 of reporting period) 18.				
19. Receipts during reporting period 19.				
20. Total Gallons Available. Add lines 18 and 19 20.				
21. Fuel removed from the terminal across the rack during reporting period 21.				
22. Fuel removed from the terminal in bulk (i.e. pipeline, marine, etc.) during the reporting period 22.				
23. Fuel reclassified to a different product within the terminal during reporting period 23.				
24. Total Disbursements during the reporting period. Add lines 21, 22, and 23 24.				
25. Computed Ending Inventory. Subtract line 24 from line 20 25.				
26. Net Loss or Unaccounted for gallons. If line 25 is greater than line 17, subtract line 17 from line 25. If line 17 is greater than line 25, enter zero (0) 26.				
27. Allowable Loss. Multiply the sum of line 21 and 22 by .005. (1/2 of 1% of all net gallons of fuel removed) 27.				
28. Taxable Loss. If line 26 is greater than line 27, subtract line 27 from 26. If line 27 is greater than line 26, enter zero (0) 28.				
29. Tax Rate 29.	0.19	0.19	0.15	0.15
30. Tax Due. Multiply line 28 by line 29. Enter here and the total of Columns A, B, C and D on line 11, page 1 30.				

PART 4: PENALTY CALCULATION – LOST/UNACCOUNTED FOR FUEL

31. Total fuel removed from the terminal across the rack. Add columns A, B, C and D from line 21 31.	
32. Penalty Threshold. Multiply gallons from line 31 by 0.05 (5% of total fuel removed across the rack.) 32.	
33. Total lost or unaccounted for gallons of motor fuel. Add Columns A, B, C and D from line 26 33.	
34. Excessive Lost/Unaccounted For fuel penalty due. If line 32 is greater than line 33, enter zero (0). If line 33 is greater than line 32, enter the total of columns A, B, C and D from line 30. Enter here and on line 15 of page 1	

Instructions for Form 3877, Terminal Operator Annual Return

All IRS-approved terminal operators in the State of Michigan must file this return on, or before, February 25 following the close of the report period. The report period for the Terminal Operator Annual Return is the calendar year, January 1 through December 31. A separate return must be filed for each terminal.

Lines not listed below are explained on the tax return.

PART 1: TAX COLLECTED

Line 10: Tax collected by Terminal Operator for reporting period. If the Terminal Operator has collected the Michigan Motor Fuel Tax in its capacity as a Terminal Operator, report the amount here. A Terminal Operator/Licensed Supplier need not report tax collected, and previously remitted/reported to the State of Michigan, in its capacity as a Supplier.

PART 2: TAX COMPUTATION

Complete page 2 before continuing with lines 11 through 16.

Line 11: CALCULATED TAX DUE. Enter the total of all columns on Line 30, page 2. Add the amounts in Line 30, columns A, B, C, and D, and enter the total on Line 11.

Lines 13 and 14: Penalty and interest can now be determined with the Department of Treasury's Penalty and Interest Calculator on our Web site. Visit www.michigan.gov/treasury to learn more.

PART 3: TAX CALCULATIONS

Report Net Gallons

Each line is subdivided into separate columns based of fuel type.

In Column A, enter Gasoline Products

In Column B, enter Aviation Gas

In Column C, enter Jet fuel

In Column D, enter Undyed Diesel Products

Line 17: Actual Physical Ending Inventory (December 31 of the reporting period). Enter the physical-inventory as of the close of business for the reporting period.

Line 18: Beginning Actual Physical Inventory (January 1 of reporting period.) Enter the physical-inventory on the opening day of business for the reporting period. (This should be the same amount reported at the close of business of the previous year.)

Line 19: Receipts during the year. Enter the total net gallons received into the terminal during the reporting year.

Line 20: Total Gallons Available. Add lines 18 and 19. Determine the gallons of fuel available for distribution throughout the year.

Line 21: Fuel removed from the terminal across the rack during the report period. Determine the gallons of fuel removed from the terminal via the terminal rack.

Line 22: Fuel removed from the terminal in bulk (i.e. pipeline, marine, etc.) during the reporting period. Determine the gallons of fuel removed from the terminal via the bulk transfer system (above the terminal rack.)

Line 23: Fuel re-classed to a different product within the terminal during reporting period. Determine the gallons of fuel that have been reclassified from one fuel type to another. *For example: fuel that was received into the terminal as undyed diesel and reclassified as jet fuel.* Report the net quantity of reclassified fuel.

Line 24: Total Disbursements during the reporting period. Add lines 21, 22, and 23.

Line 25: Computed Ending Inventory. Subtract line 24 from line 20.

Line 26: Net Loss or Unaccounted for gallons.

- If line 25 is greater than line 17, subtract line 17 from line 25.
- If line 17 is greater than line 25, enter zero (0).

Line 27: Allowable Loss. Multiply the sum of line 21 and 22 by 0.005 (1/2 of 1% of all net gallons of fuel removed.)

Line 28: Taxable Loss. If line 26 is greater than line 27, subtract line 27 from line 26. If line 27 is greater than 26, enter zero.